

**MINUTES OF THE MEETING OF  
February 3, 2014  
PRODUCTIVITY INVESTMENT BOARD**

500 West Temple Street  
Room 743  
Los Angeles, CA 90012

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**PIB Members Present**

Edward McIntyre  
Patricia Johnson  
Jaclyn Tilley Hill

William A. Sullivan  
William Waddell

**Absent**

Walter Allen  
Viggo Butler

Rodney Gibson  
Gerry Nadler

**Guests**

Shawn Atin (DHR)  
Rochelle Griffen (DHR)  
Robert Gilchick (Public Health)  
Catherine Mak (Public Health)  
Monica Morello (Public Health)

Epifanio Peinado (DHR)  
Jerry Ramirez (CEO)  
Janet Scully (Public Health)  
Theresa Tran (DHR)  
Bob Valdez (DHR)

**CALL TO ORDER**

Commissioner McIntyre, sitting in as Chair of the Productivity Investment Board (PIB) for Commissioner Gibson, called the PIB meeting to order at 10:05 a.m.

**APPROVAL OF SUMMARY – NOVEMBER 13, 2013, MEETING**

Commissioner Hill moved to approve the summary of November 13, 2013, seconded by Commissioner Waddell. The summary was approved by the following vote:

Ayes: Commissioners Hill, McIntyre, Sullivan and Waddell  
No's: None  
Abstain: Commissioner Johnson

**ACTION ON RECOMMENDATIONS OF PRODUCTIVITY INVESTMENT BOARD (PIB) ADVISORY COMMITTEE FOR FISCAL YEAR 2013-14, 3<sup>rd</sup> QUARTER**

Commissioner McIntyre informed that there are two proposals being considered today.

**14.8 – Public Health, *Improving Systems-Wide Asthma Management Practices: Training Primary Care Providers and***



**County of Los Angeles  
Quality and Productivity  
Commission**

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**Chair**

Edward T. McIntyre

**1<sup>st</sup> Vice-Chair**

William A. Sullivan, Esq.

**2<sup>nd</sup> Vice-Chair**

Rodney C. Gibson, Ph.D.

**Chair Emeritus**

Jaclyn Tilley Hill

Walter Allen, III  
Jacki Bacharach  
Viggo Butler  
Marshal Chuang  
Evelyn M. Gutierrez  
Nancy G. Harris  
Patricia Johnson  
J. Shawn Landres, Ph.D.  
Huasha Liu  
Gerald Nadler, Ph.D.  
Bud Treece  
William C. Waddell, DBA  
Joseph P. Wetzler

**Executive Director**

Victoria Pipkin-Lane

**Program Manager**

Mary E. Savinar

**Program Support**

Laura Perez



***"To enrich lives through  
effective and caring service"***

***Clinical Support Staff Serving Patients with Asthma – Pilot Project, \$150,000 grant.***

The motion to approve the project was made by Commissioner Johnson, seconded by Commissioner Hill.

Jerry Ramirez, PIB Advisory Committee Member, reported that the Advisory Committee felt this was an innovative pilot project for the Antelope Valley (SPA 1). The Advisory Committee recommended approval of the \$150,000 grant and made the following suggestions to the department:

- Explain the breakdown in greater detail
- Look for County facilities which may provide training facilities for free
- If the pilot is successful, they can incorporate other areas of the County in the next phase and include it in their departmental budget

Monica Morello made a power point presentation on the Department's proposal. Robert Gilcheck and Janet Scully also spoke for the department.

Commissioner Johnson asked the department to return to the Commission to provide an update on the results of the pilot project upon completion. Commissioner Hill directed department staff to research the cost of renovating the current mobile asthma unit so that it is able to travel to the Antelope Valley.

After discussion and questions by Commissioners, the motion to approve a grant in the amount of \$150,000 was unanimously approved.

Commissioner McIntyre asked staff from Public Health to be present at the meeting of the Quality and Productivity Commission on March 3, 2014, to answer questions regarding the proposal. The full Commission will make a final decision.

***14.9 – Human Resources, Conversion of FLSA and Employment Discrimination Prevention training to E-Learning Course, \$130,000 grant.***

Commissioner Hill moved to approve the project, seconded by Commissioner Johnson.

Jerry Ramirez, PIB Advisory Committee Member, reported that the Advisory Committee agreed that converting training programs from instructor-led training to online training would make the training more accessible to employees, more efficient, and would generate cost savings. The following comments and suggestions were made to the department:

- This proposal is similar to one submitted a few years ago by the Office of Affirmative Action and funded by this board. It provided Commissioner training through e-learning. There was a consensus that it was more easily accessible and efficient
- Because these trainings are Board mandated, they should go through the regular budget process to be funded
- At this time, the Advisory Committee recommends funding the Federal Labor Standards Act (FLSA) training to move to an electronic format. The department will be able to document savings and use that information when seeking funding for the Employment Discrimination Prevention Training as part of the regular budget process
- They recommend a \$65,000 grant for the FLSA only and the remaining \$65,000 to come out of the budget process

Epifanio Peinado gave a power point presentation of their proposal. Also, speaking for the department was Rochelle Griffen, Bob Valdez, and Theresa Tran.

After discussion and questions by Commissioners, Commissioner Waddell amended the motion to approve a grant in the amount of \$65,000, and for the department to seek the remaining \$65,000 from the department's budget. The motion was seconded by Commissioner McIntyre. The motion failed by the following vote:

Ayes: Commissioner Waddell  
No: Commissioners Hill, Johnson, and Sullivan  
Abstain: McIntyre

After further discussion, the original motion moved by Commissioner Hill and seconded by Commissioner Johnson to approve a grant in the amount of \$130,000 was unanimously approved.

Commissioner McIntyre asked that staff from Human Resources to be present at the meeting of the Quality and Productivity Commission on March 3, 2014, to answer questions on the proposal. The full Commission will make a final decision.

### **ASSIGNED COMMISSIONER TO PRESENT PIF PROPOSALS**

Commissioner McIntyre assigned the following Commissioners to present the proposals at the December 9 general meeting:

14.8 – Public Health – Commissioner Sullivan  
14.9 – Human Resources – Commissioner Johnson

### **FUND BALANCE REPORT**

Commissioner McIntyre reported that in October, 2013, the Commission received \$3 million in appropriations. By the end of the 2013-2014 Fiscal Year (June 30), the fund

balance will be roughly \$2.5 million. (A copy of the balance sheet was provided in the packet distributed).

**DISCUSSION AND MATTERS NOT ON THE POSTED AGENDA (TO BE PRESENTED AND PLACED ON A FUTURE AGENDA)**

Commissioner Hill suggested that a letter be sent to department heads aggressively seeking projects and identifying some of the successful projects the Commission has funded. The Commission wants departments to know that it welcomes their innovative projects. This would go a long way to express that the Commission is ready and open for their projects. Victoria Pipkin-Lane, Executive Director, said a letter currently goes out to department heads in advance of PIF deadlines. She will enhance the fourth quarter PIF letter to promote a successful project(s) and share the letter with the Chair prior to its distribution.

Commissioner Hill also requested a list of previously approved proposals be attached to a department's current request for PIF funding at future PIB meetings. The list should cover the most recent five-year period. This list should be available at the next PIB meeting. Victoria Pipkin-Lane, Executive Director, will ensure a list is available in the future.

Commissioner Waddell moved that the Productivity Investment Board recommend to the full Commission that the criteria for approved grants for PIB funding be reviewed. He felt that the current Charter opens the door to any type of proposal and it should be limited. After discussion, Commissioner Waddell's motion failed due to a lack of a second.

**PUBLIC COMMENT**

None

**ADJOURNMENT**

Commission Johnson moved to adjourn the meeting, seconded by Commissioner Sullivan. The meeting adjourned at 12:16 p.m. The next PIB meeting will be on May 12, 2014.